

Guidelines and Rules of the GIS Sub-Grant Program of the ENHANCE 911 Act Grant

1. Objectives of the Grant Program/Purpose

The purpose of the GIS sub-grant program is to release a portion of the federal funding Michigan received from the ENHANCE 911 Act grant program to support local efforts to bring GIS road segment data to the established baseline standard for 9-1-1. The goal is to have a statewide GIS database for use in mapping the location of current wireless 9-1-1 calls and for future IP-based Next Generation 9-1-1 systems. To be eligible for sub-grant funding, you must be a participant in the Michigan 9-1-1 GIS project.

From this centralized repository, PSAPs will be able to download GIS data for use in their local 9-1-1 systems. It is our hope that all local governments will opt to participate and take advantage of the one-time availability of this federal funding. However, if you decide not to apply for the sub-grant program, you are still able to participate in the Michigan 9-1-1 GIS project. More information will be provided in the near future.

Additionally, the state GIS web portal will remain operational after the ENHANCE 911 Act grant term expires. The portal includes basic GIS maintenance tools that will continue to be available to users going forward. This will be especially beneficial to those that currently do not have such tools at the local level.

2. Grant Application Packet

The grant application packet has been sent to all Michigan county 9-1-1 coordinators with a copy to each PSAP. County 9-1-1 coordinators are responsible for coordinating the grant application on behalf of the PSAPs within the county. Applicants are responsible for carefully reading each item in the grant application packet:

- Introductory letter from the Michigan State 9-1-1 Office
- Guidelines and Rules of the GIS Sub-grant Program of the ENHANCE 911 Act Grant
- Michigan GIS Sub-grant application form
- Letter of interest form
- Memorandum of agreement

3. Instructions for Application and Data Submission

Application Submission

Please note that you may apply for the grant without the need to obtain an official signature from someone authorized to commit your organization. An official signature will be required for the grant agreement that will be executed after you have been awarded a grant.

Please submit your grant application form to Ms. Harriet Miller-Brown, State 9-1-1 Administrator, c/o Mary Jo Weigel at weigelm@michigan.gov. If you do not receive an email acknowledging receipt of your application within 1 business day, please call Ms. Weigel at (517) 241-0118.

Data Submission

Please submit your GIS data at www.michigan.gov/911gisgrant . Click on the link to upload your signed MOA and GIS data. You will be prompted to create a secure account. Each applicant will only be able to view their individual datasets within their assigned ftp folder.

4. Grant Timelines/Schedule

Grant Application Period Opens	November 1, 2011
Grant Informational Webinar	November 8, 2011 – 10:00AM
Letter of Interest Submission Deadline	November 18, 2011
Memorandum of Agreement Submission Deadline	December 1, 2011
GIS Data Submission Deadline for Assessment	December 1, 2011
Grant Application Period Closes	January 3, 2012
Grant Award Notices	February 1, 2012
Mid-term datasets and financial reports submission	April 1, 2012*
Final Datasets and financial reports submission	June 30, 2012 **
Grant Project Completion	June 30, 2012

The required financial report is the federal government's Standard Form 270 (SF270) accompanied by claim vouchers, invoices, canceled checks and any other documentation of costs incurred. Training will be provided in January 2012 to applicants who receive a grant award.

5. Planned Payment Schedule

April 15, 2012	50% of Grant Total Awarded to Grantee *
July 15, 2012	50% of Grant Total Awarded to Grantee **

*The mid-term grant payment will be dependent on showing progress of grant objectives. Mid-term datasets submitted by the April 1, 2012 due date will be reviewed for increased accuracy levels toward the baseline.

**The final grant payment will be dependent on final assessment of the datasets to determine if grantee met the objectives described in the grant application and have met the necessary accuracy levels.

6. Conditions of the Grant

To be eligible for any available grants, the applicants will be required to have:

- submitted a letter of interest to participate in the Michigan ENHANCE 9-1-1 GIS grant project
- executed data sharing Memorandum of Agreement
- provided a copy of the required datasets for initial baseline review
 - GIS road centerlines and MSAG table (minimum requirement)
- Provided a copy of datasets, if available
 - GIS address points
 - GIS Emergency Services Zone boundaries

Grant award amounts will be up to \$50,000 per County or Wayne County 9-1-1 Service District. The amount awarded to any one applicant will be based on an assessment of the grant applicant's GIS datasets. Applicants with the greatest number of segments that need to be remediated in order to reach the established baseline for the 9-1-1- grant project will receive priority for funding.

The grant evaluation panel reserves the right to award less than the amount requested or not to make an award. Grants awarded will be based on the prioritization until all available grants funds have been distributed.

7. Eligible Uses of Funding

The grant funds are being used to help improve the road centerline completeness and accuracy in areas of the state where there are gaps in data or attribution and the information will be used for 9-1-1 purposes.

Eligible uses of funds include:

1. Improving spatial accuracy of road centerlines
 - a. Where road centerline might be consistently outside of a 10 foot tolerance on either side of the center of the road.
 - b. Topological errors - such as roads that are not snapped or not intersected where roads cross one another, or where roads cross political boundaries or ESZ boundaries.
Resolving direction of digitized arcs that do not match direction of addressing along a road segment.
2. Improving completeness and accuracy of attribute values in the following required fields of the road centerlines

Field Description	Example
Prefix Street Direction	N, E, S, W, NE, NW, SE, SW

Street Name	MAIN, CENTER, ELMWOOD, THIRD
Street Type	ST, AVE, RD
Suffix Street Direction	N, E, S, W, NE, NW, SE, SW
Left From Address	101
Left To Address	149
Right From Address	100
Right To Address	148
*MSAG Community Left	GREEN TWP
*MSAG Community Right	GREEN TWP
**ESN Left	103
**ESN Right	103

*MSAG – Master Street Address Guide

** ESN – Emergency Service Number representing an Emergency Service Zone

3. Field verification of addressing information
4. Staffing costs to perform the road centerline improvements. Staffing costs will only be funded for work specific to the grant project and outlined in the grantee's application.
5. Vendor costs to improve the data accuracy requirements of the road centerlines
6. All expenses must be reasonable and necessary and comply with the allowable uses criteria as established by the State 9-1-1 Committee's Allowable and Disallowable Expenses list.
(http://www.michigan.gov/documents/ListingofAllowable_14259_7.pdf)

8. Awarding of Grants

The review of grant applications and decision to award grants will be performed by the members of the Technical Advisory Committee (TAC). Application does not guarantee that TAC will approve all grants sought and the TAC may reject or modify application amounts and/or scope.

9. Contact Information:

For questions, please contact

Harriet Miller-Brown
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(517) 241-0080

Laura Blastic
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(517) 373-7910

Websites:

www.michigan.gov/911gisgrant

http://www.michigan.gov/msp/0,1607,7-123-1593_47748---,00.html